

How to access Employee Self Service (ESS) from a personal device (smartphone, tablet, computer, etc) if you are a Bristol City council employee.

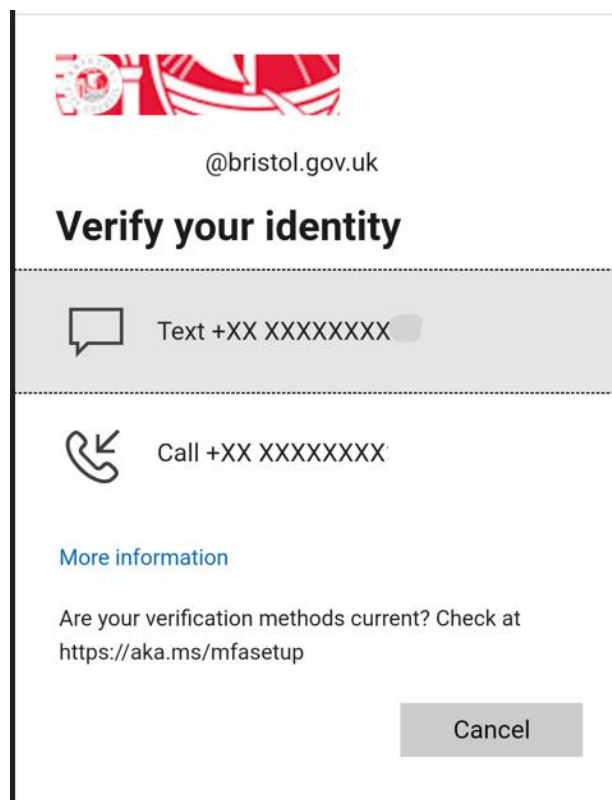
To log into Employee Self Service on your personal device following the update in October 2024, please use this link on your mobile phone or personal laptop:


https://ce0389li.webitrent.com/ce0389li_ess

The first time that you click on the link, you will be taken to a page where you will be asked to enter your Bristol City Council username and password.

Please note that this is **not** your Employee Number or iTrent password, but the password that you use to log into your Bristol City Council laptop or mobile phone. If you do not have a BCC device, please speak to your line manager who will have been sent login details for you input by the Project Manager; Becky Akingbala.


You will then be asked to verify your identity. You will be given the option of receiving a text or a phone call giving you a one-time six-digit activation code.






@bristol.gov.uk

Verify your identity

 Text +XX XXXXXXXX

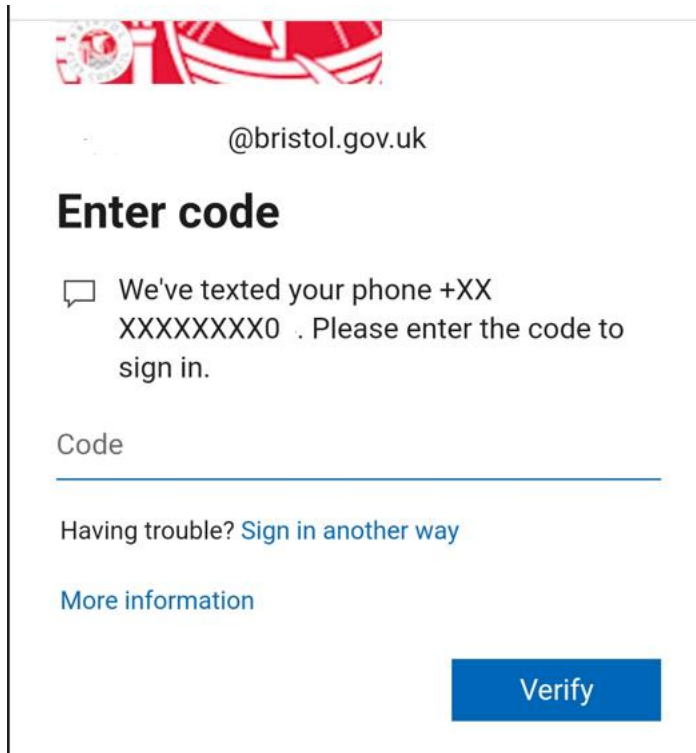
 Call +XX XXXXXXXX


[More information](#)

Are your verification methods current? Check at <https://aka.ms/mfasetup>

Cancel


Select the method that you wish to receive the code and a verification screen will be displayed.





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Enter code

 We've texted your phone +XX
XXXXXXXX0 . Please enter the code to
sign in.

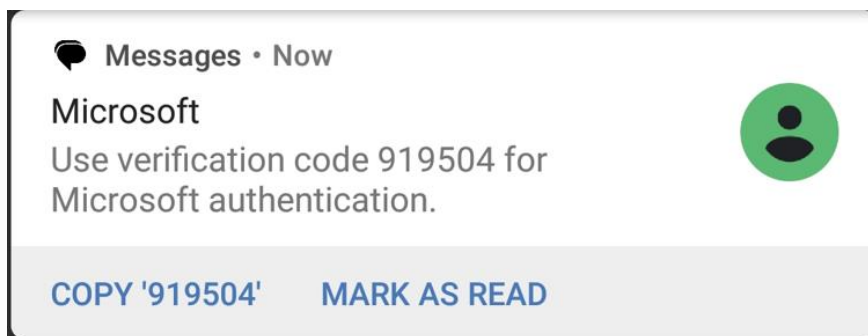
Code

Having trouble? [Sign in another way](#)

[More information](#)

[Verify](#)

The code will look like this:



Most mobile phones will let you copy and paste the code if you are using that phone to access iTrent.

Enter the code and click the blue **Verify** button. You have now verified your account.

You only need to follow this process once.

Once this process is complete you will be taken to a page that looks like this every time you login.



Pick an account



Your Name

@bristol.gov.uk



Use another account

Select your name and you will be taken directly to your ESS dashboard page.